

California Energy Commission



CLASSIFICATION: Energy Commission Specialist II (TED)
Will consider Energy Commission Specialist I (TED)

TENURE/TIME BASE: Permanent/Full-time

SALARY: EC Spec II: \$6,329 - \$7,866
EC Spec I: \$5,762 - \$7,161

LOCATION: Advanced Vehicle Technologies Office
Fuels and Transportation Division
Sacramento, CA

FINAL FILING DATE: Until Filled

Are you interested in a career that makes a positive impact on California and the world? Would you like to be part of a talented and passionate team committed to developing innovative strategies and recommending public policy solutions that reduce greenhouse gas emissions, promote energy efficiency and reduce our dependence on petroleum? Are you prepared for an exciting challenge? If so, the California Energy Commission is seeking exceptional people to lead California's energy future through advanced transportation energy efficiency strategies.

Under the general supervision of the Energy Resources Specialist III (Supervisory) in the Advanced Vehicle Technologies and Planning Unit of the Fuels and Transportation Division, the incumbent will provide expert guidance on highly complex technical and economic issues related to the development and use of alternative and renewable fuels and vehicle technologies in California's transportation sector, specializing in the advancement of technologies across medium-duty, heavy-duty, bus, off-road, and other mobile vehicular platforms. The incumbent will perform analytical tasks requiring a high level of knowledge, skill, and ability. The incumbent will participate in a team and lead the office's planning efforts to analyze, identify, and propose policy recommendations in support of the Alternative and Renewable Fuel and Vehicle Technology Program (ARFVTP). The incumbent will serve as a lead program planning and program implementation specialist. The incumbent will perform sensitive and complex analyses requiring a high degree of judgment and technical knowledge. The incumbent will have responsibility for projects requiring coordination of several staff inside and outside of the Energy Commission. Projects led by the incumbent are critical to the mission of the Energy Commission and address broad national issues such as global climate change.

DUTIES AND RESPONSIBILITIES: The incumbent will develop and manage multi-million dollar solicitations, grants and interagency agreements concerning medium- and heavy-duty vehicles and equipment, alternative and renewable refueling infrastructure, and intelligent transportation systems such as vehicle to vehicle, vehicle to grid, and vehicle to infrastructure systems. The incumbent will serve as a solicitation manager and team leader and coordinate the work of other staff specialists for solicitation development, solicitation management, proposal scoring, and selection of ARFVTP grantees, and serve as the key point of contact on solicitation and grant issues with industry counterparts and grantees.

The incumbent is expected to serve as a technical and policy resource specialist and expert on specialized technological advancements for the Fuels and Transportation Division, and will represent the Division and Energy Commission at senior level multi-stakeholder workgroups and policy forums with other state and federal agencies, automobile manufacturing companies, other units/offices and divisions of the Energy Commission, and non-profit advocacy and environmental organizations when appropriate. The incumbent is expected to represent the Office and Division at internal briefings before Energy Commission leadership.

DESIRABLE EXPERIENCE/QUALIFICATIONS: The successful applicant should have:

- Knowledge of economic cost-effectiveness, cost-benefit, and quantitative analysis methodologies
- Experience in evaluating economic impacts of energy policies and energy projects
- Experience in designing and managing economic incentives programs or investment funds
- Knowledge of current private sector and public policy issues facing the market for alternative transportation fuels and technologies
- Knowledge of state contracting procedures, and experience and ability to manage and direct complex contract activities to meet program goals and objectives
- Excellent analytical and report writing skills including proper grammar and punctuation rules, and the ability to reason logically and creatively while utilizing a variety of analytical techniques
- Excellent communication skills including the ability to follow instructions and communicate ideas and thoughts effectively with a large diverse technical staff
- Excellent interpersonal skills, including a proven ability to work in a team atmosphere under pressure effectively, as well as independently and at own initiative
- Knowledge of research methods and techniques and the ability to prepare research and statistical reports
- Ability to gather, compile, analyze, and interpret written and numerical research data
- Intermediate to Advanced skills with Microsoft Access, Microsoft Excel, and Microsoft Word computer programs
- Ability to make effective presentations and interact effectively with both internal and external parties
- Proficiency on a personal computer and familiarity with word processing, data base management, spreadsheets, models and graphics

WHO MAY APPLY: Eligible candidates who are current state employees with status in the above classification, lateral transfers from an equivalent class who meet the minimum qualifications of this classification, former state employees who can reinstate into this class or persons who are reachable on a current employment list for this classification. Appointment is subject to the provisions of the SROA process: SROA/SURPLUS/ REEMPLOYMENT candidates are encouraged to apply and must attach a copy of their status letter in order to be considered. Applications will be screened and the most qualified may be contacted for an interview. Interested applicants must submit a completed Standard State Application (Form STD. 678) with an original signature, to the contact/address listed below. **You must clearly indicate the basis of your eligibility (i.e., list, transfer, SROA/Surplus, reinstatement, etc.), RPA #610-021 and Position #610-4185-xxx in the “Explanation Section” of the STD. 678.**

Please Note: Possession of the minimum qualifications will be verified prior to the interview and/or appointment. If it is determined an applicant does not meet the minimum qualifications, the application may be forwarded to the State Personnel Board for review and the applicant's name may be removed from the eligibility list.

SUBMIT APPLICATIONS TO:

Personnel Services Office
1516 9th Street, MS-3
Sacramento, CA 95814
RPA #610-021

View full Duty Statement:

<http://www.energy.ca.gov/careers/jobs.html>

For additional questions regarding this recruitment, you may contact (916) 654-4305 or email personnel@energy.ca.gov.

California Relay (Telephone) Service – TDD Phones: 1-800-735-2929 and Voice Phones: 1-800-735-2922